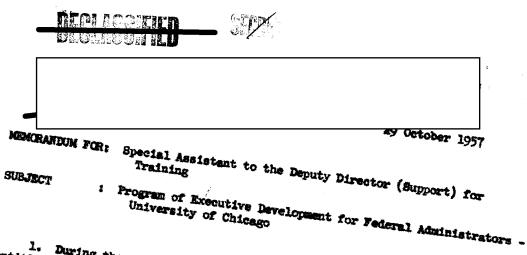
Approved For Release 2003/08/27 : CIA-RDP78-04718A002400440089-2



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- 1. During the period 15-26 July 1957, I attended the two-week seminar antitled "Comminications" which was presented as part of the two-week seminar Institute Program by the University of Chicago. The two-month program was designed to broaden understanding of the administrative process and give added insight into how administrative decisions are made and how groups of individuals are motivated to work together to achieve common purposes. The Commication seminar was devoted to the analysis of Communications channels in an administrative setting with particular emphasis on patterns of committents an an amazuraorganisation, psychological barriers to communications, development of communications and the salutton of cation skills, public relations in a large organization and the solution of comminication problems. More specifically, the session was divided into three vanta - sandmann. Tanthman and combahoms. Assumed in the first brains was parts - seminars, lectures and workshops. Approximately thirty hours was allocated to seminars which were devoted to (1) "franslating Motive Into Purpose", and (2) "Comminications", eleven hours to workshop sessions which centered around "the conference tool in the administrative process" and seventy hours to lectures to lectures to lecture covering the following material: Politics, Administration and Law; Decision Making and Innovation; Haman Relations; Ruman Relations and Administration; The Decision Making Conference as an Administrative Tool; Delegation Within a Decentralised Organization; Society and the Administrator; Fetishes of Organizational Anatomy; and Sacrilege in Personnel Administration.
- 2. I was most favorably impressed with the material presented and definitely feel that the session was verthwhile. A review and study of the theory
  of Administration, the Executive and the tools and techniques of the Administrative process stimulated the thinking process, confirmed some of the Adminisadministrative practices and techniques, introduced many new ones and provided
  long period of time.
- 3. I am of the opinion that the Summer Institute is a valuable external utilized as a part of a career training plan for DB/S personnel with managerial istribution:

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